

~~CONFIDENTIAL~~

22 June 1951

MEMORANDUM FOR: Director of Personnel  
Comptroller  
Chief, Administrative Services

SUBJECT: Increase in the T/O for the Travel Branch, Transportation Division, Administrative Services Office.

1. In accordance with the instructions from the Deputy Director (Administration), Administrative Services is authorized to recruit two additional positions at grades to be established by Personnel for the Travel Branch, Transportation Division.

2. This authority to recruit additional people is granted on the assumption these positions will be necessary by the time they enter on duty. However, the Deputy Director (Administration) has ordered that the Travel Branch will be re-examined and final determination made approximately 60 days from the date of this memorandum, if the need still exists.

3. This instruction is issued on the basis that known streamlining accomplished by this office and by the Administrative Services Office might determine that additional positions may not be necessary.

[Redacted Box]

Advisor for Management

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JOB NO. \_\_\_\_\_ BOX NO. \_\_\_\_\_ FLD NO. \_\_\_\_\_ DOC. NO. <sup>25</sup> NO CHANGE  
IN CLASS/ DECLASS/ ~~CLASS~~ CHANGED TO: TS S C RET. JUST.  
NEXT REV DATE \_\_\_\_\_ REV DATE <sup>4/5/79</sup> REVIEWER \_\_\_\_\_ FE DOC. <sup>02</sup>  
NO. PGS / CREATION DATE \_\_\_\_\_ ORG COMP <sup>30</sup> OP <sup>32</sup> ORG CLASS <sup>C</sup>  
REV CLASS <sup>V</sup> REV COORD. \_\_\_\_\_ AUTH: HR 70-3

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